

# OFFICE OF THE COMMONWEALTH'S ATTORNEY

## Commonwealth's Attorney

### *Agency Position Summary*

36	Regular Positions	/	35.5	Regular Staff Years
<u>1</u>	Exempt Position	/	<u>1.0</u>	Exempt Staff Year
37	Total Positions	/	36.5	Total Staff Years

### *Position Detail Information*

#### COMMONWEALTH'S ATTORNEY

<u>1</u>	Commonwealth's Attorney E
1	Position
1.0	Staff Year

#### COMMONWEALTH'S ATTORNEY

1	Deputy Commonwealth's Attorney
3	Assistant Commonwealth's Attorneys IV
3	Assistant Commonwealth's Attorneys III
18	Assistant Commonwealth's Attorneys II
1	Chief of Administrative Services
1	Management Analyst I
1	Computer Systems Analyst I
2	Paralegal Assistants
1	Administrative Assistant IV
3	Administrative Assistants III
<u>2</u>	Administrative Assistants II, 1 PT
36	Positions
35.5	Staff Years

PT Denotes Part-Time Positions

E Denotes Exempt Position

# OFFICE OF COMMONWEALTH'S ATTORNEY

## Agency Mission

The Commonwealth's Attorney is a constitutional officer of the Commonwealth of Virginia. As such, he is not an officer or employee of the County from which he was elected. In this jurisdiction, the Commonwealth's Attorney is elected by voters of Fairfax City and Fairfax County.

The Office of the Commonwealth's Attorney (OCA) is charged primarily with the prosecution of crime. This office prosecutes criminal and traffic matters in the Fairfax County General District Court, criminal and delinquency matters in the Juvenile and Domestic Relations District Court, and all felony cases in the Fairfax County Circuit Court. The office handles both the violation of County ordinances and the violation of State statutes.

The caseload of the office is substantial and is one of the highest per prosecutor in the Commonwealth. For example, it handles such offenses as murder, rape, robbery, burglary, and illegal drug sales, from arrest to trial. It prosecutes a wide variety of misdemeanor and traffic cases, including more than 4,000 driving under-the-influence violations, thousands of assaults, and thousands of petty thefts.

State law specifically mandates certain duties for the Commonwealth's Attorney. He is charged with advising the Grand Jury relative to their duties, representing the Electoral Board in certain election matters, and advising any officers or employees of Fairfax City or Fairfax County on matters involving conflict of interest. On a daily basis, the OCA works with numerous law enforcement units (e.g., State Police, Fairfax County Police, Fairfax City Police, the Town of Herndon and Town of Vienna Police, game wardens, and humane agents) in the course of investigations and in response to questions concerning criminal law.

Agency Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	36/ 35.5	36/ 35.5	36/ 35.5	36/ 35.5	36/ 35.5
Exempt	1/ 1	1/ 1	1/ 1	1/ 1	1/ 1
Expenditures:					
Personnel Services	\$1,466,884	\$1,906,059	\$1,906,059	\$1,909,632	\$1,853,985
Operating Expenses	117,574	88,540	88,540	85,636	81,736
Capital Equipment	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$1,584,458</b>	<b>\$1,994,599</b>	<b>\$1,994,599</b>	<b>\$1,995,268</b>	<b>\$1,935,721</b>
Income:					
State Witness Reimbursement Fees	\$23,124	\$15,300	\$15,300	\$16,400	\$16,400
Commonwealth's Attorney Fees	11,915	11,231	11,231	12,178	12,178
State Share of Commonwealth's Attorney Retirement	36,889	41,858	41,858	40,770	40,770
State Share of Commonwealth's Attorney Expenses	1,197,788	1,367,005	1,218,062	1,186,392	1,186,392
City of Fairfax Contract	19,820	20,217	19,733	20,127	20,127
<b>Total Income</b>	<b>\$1,289,536</b>	<b>\$1,455,611</b>	<b>\$1,306,184</b>	<b>\$1,275,867</b>	<b>\$1,275,867</b>
<b>Net Cost to the County</b>	<b>\$294,922</b>	<b>\$538,988</b>	<b>\$688,415</b>	<b>\$719,401</b>	<b>\$659,854</b>

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## ***Board of Supervisors' Adjustments***

***The following funding adjustments reflect all changes to the FY 2004 Advertised Budget Plan, as approved by the Board of Supervisors on April 28, 2003:***

- ◆ A decrease of \$15,742 reflects reduced funding for the Pay for Performance program. Based on the approved 25 percent reduction, the FY 2004 program will result in reductions in the increases employees will receive based on their performance rating, capping employees to a maximum of 5.25 percent. This adjustment leaves in place the Pay for Performance program in preparation for system redesign for FY 2005.
- ◆ A decrease of \$39,905 in Personnel Services requires the agency to manage position vacancies and reduces staffing flexibility.
- ◆ A decrease of \$36,800 for PC Replacement charges based on the reduction in the annual contribution for PC replacement by \$100 per PC, from \$500 to \$400.

***The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan from January 1, 2003 through April 21, 2003. Included are all adjustments made as part of the FY 2003 Third Quarter Review:***

- ◆ The Board of Supervisors made no adjustments to this agency.

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## ***County Executive Proposed FY 2004 Advertised Budget Plan***

### **FY 2004 Budget Reductions**

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$105,167 are proposed by the County Executive for this agency.

- ◆ These reductions result from the management of position vacancies and are expected to have minimal impact to agency operations.

### **Funding Adjustments**

***The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:***

- ◆ A net increase of \$3,573 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease of \$2,904 results from adjustments to Information Technology infrastructure charges and PC Replacement charges.

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*The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since passage of the FY 2003 Adopted Budget Plan. Included are all adjustments made as part of the FY 2002 Carryover Review and all other approved changes through December 31, 2002:*

- ◆ There have been no revisions to this agency since approval of the FY 2003 Adopted Budget Plan.

## **Objectives**

- ◆ To continue to prosecute all criminal cases in Fairfax County and all felony cases occurring in the City of Fairfax, for which sufficient evidence is available to support charges.

## **Performance Indicators**

- ◆ No Performance Indicators are available for this agency.